



# Tanya Vij

Sales Associate

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## Languages

English (Fluent)

## About

Specialising in luxury retail, my skills span visual merchandising, inventory management, and personalised customer service. Fluent in English, I've excelled as a Sales Associate and Stylist at prestigious outlets including & Other Stories and Levi Strauss, enhancing client relationships and store aesthetics.

### BRANDS WORKED WITH

Abercrombie & Fitch, Regent Street

Levi Strauss & Co- Westfield

Madison Public Relations

& Other Stories- Covent Garden

## Experience

### ● Sales Associate

& Other Stories- Covent Garden | Jul 2023 - Dec 2023

- Maintained display and organisation of department, based on visual merchandising guidelines, responsible for beauty department; headed multiple displays over two quarters
- Exhibited awareness of loss prevention guidelines by leading inventory tracking.
- Complied with inventory control measures by efficient tagging of items to reflect accurate stock counts and replenishments .
- Worked closely with stock team to guarantee product availability and resolved customer inquiries via phone and email
- Engaged clients by building authentic, long-term relationships, from welcoming to after-sales assistance by processing refunds and exchanges with accuracy

### ● Sales Stylist

Levi Strauss & Co- Westfield | Feb 2023 - Jun 2023

Customer service and attention to individual preferences by giving product recommendations based on client need Offered thorough client consultations to assess bespoke needs by questioning techniques focused on understanding lifestyle, fit preference and occasion. Demonstrating expertise in styling by providing alterations based on fit and add on accessory stitching on jeans like stickers, badges and initials. Handling inventory and liaising with warehouse for replenishment needs. Ensuring attractive displays in shop Zone A for customer attention Processed and balanced cash and credit card transactions with zero discrepancies

### ● Brand Representative

Abercrombie & Fitch, Regent Street | Nov 2022 - Dec 2022

Assisted in day-to-day store activities like monitoring floor visual appeal by aligning displays with latest luxury clothing trends. Assisted customers with finding alternative merchandise by using client profile to see preferences and needs. Worked alongside other representatives to ensure brand standards are met like client service Ensuring product representation of quality and craftsmanship are displayed properly Processed billing high-ticket purchases, store order details like pick up dates and addresses

### ● Junior Account Executive

Madison Public Relations | Oct 2021 - Apr 2022

Created multiple coverage reports for clients (Kering Eyewear, Rado, Bio-Oil, Wella Professionals, Davines, Comfort Zone) Increasing reach, views, ROI and conversion percentage by 20% for 2 quarters for Davines Gifting, hamper seeding activities with celebrities to drive online reach on multiple SM platforms Drafted 3-6 month PR campaign schedules for clients, prepared new media lists (fashion & beauty) every quarter Successful magazine features for clients in Vogue, Elle, Grazia, Cosmopolitan (print and online) Drafted press releases for Kering Eyewear SS22 (Saint Laurent, Mont-



blanc, Gucci, Cartier, Bottega Veneta, Balenciaga and Alexander Mc-Queen)

Coordinated with international teams (PR, Social media, photography) for new season look books in fashion and lifestyle space

Created project report for Rado's Captain Cook High Tech Ceramic watch (secured media coverage in Forbes)

Collaborated with photographers and agents for images and shoots for Wella Professionals and Davines

## Education & Training

2022 - 2023 ● **Regent's University London**  
Luxury Brand Management,

2018 - 2021 ● **Viv Institute of Professional Studies**  
Bachelor of Arts,